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17 JUL 1981

FILE: Training 33

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM:

Deputy Director for Administration

SUBJECT: Request to Address the Executive Decision  
Analysis Seminar of the National Cryptologic  
Executive Development Program

1. You are invited to meet with the first class of the Executive Decision Analysis Seminar of the National Cryptologic Executive Development Program, National Security Agency (NSA). This seminar will take place [ ] from 21 - 24 September 1981 and will be conducted by the Information Science Center, Office of Training and Education, Central Intelligence Agency, at the request of NSA.

2. Your presence at one of the evening sessions during the above dates (preferably 23 September) would offer the invaluable perspective of the executive's role in Intelligence Community decisionmaking and would lend support to the program developed under your sponsorship.

3. The group will gather before dinner at 1700 hours and would appreciate your joining them for dinner and a following discussion for approximately two hours.

4. The issues to be discussed include the necessary shift in perspective from manager to executive characterized by "distance" from detail and goal setting for others; the concern of the executive that all appropriate alternatives have been considered and

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Program

consequences thought through; decisionmaking in a dynamic, uncertain environment; policymaker's use of the intelligence product; surrounding oneself with appropriate subordinates; executive skills; and tools for the future. The course roster and seminar agenda will be forwarded to you as soon as they are available.

STAT

cc: DCI

I agree to meet with the Executive Decision Analysis Seminar of the National Cryptologic Executive Development Program on 21 Sept from 1700 to 2000 hours.

I am sorry to decline.

Date 7/21/81

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